

COMPREHENSIVE SUSTAINABLE ENERGY COMMITTEE

Meeting Minutes

April 11, 2017

Pursuant to a notice duly filed with the Town Clerk, a meeting of the Comprehensive Sustainable Energy Committee was held on Tuesday, April 11, 2017 at 7:00 pm at the Harvey Wheeler meeting room. CSEC members present were Brad Hubbard-Nelson (chair), Bruce Blumberg, Bill Lehr (clerk), Gilda Gussin, Jill Appel, Janet Miller and Alan Whitney. Annie Moore was absent. Also present were Pamela Cady and Concord residents Eric Reinhard.

See Slides (attachment #1, includes Agenda as first slide).

1. Welcome visitors and meeting logistics

- Meeting was convened at 7:00pm

2. Approval of minutes from recent meetings

- Gilda Gussin moved that the March 13 minutes as amended be approved and Bill seconded motion. The members voted unanimously to approve the March 13, 2017 minutes as amended.

3. Next meetings and Announcements

- Tuesday, May 9 and June 13 at 7pm at Harvey Wheeler.

4. Chair Report

- Brad noted that letters were sent to the Concord Journal on 4/6 about the Cooler Concord Fair and on 4/13 noting CSEC's support for Article 51.
- Letters were also forwarded to the Town Manager and the Select Board, the CMLP Light Board, and the Finance Committee noting CSEC's support for Article 51. See Attachment #2 for letter to Town Manager.
- Jill, Brad, and Doug attended the MAPC-MassCEC Clean Heating and Cooling Workshop for Municipalities (see Attachment #3 and #4 for presentations).

5. CMLP update

- Green Communities Update: see Attachment #1, slide 3 for update. All of the projects reported are for LED upgrades. These will result in savings for the Town of 955MMBtus, or a reduction of 0.15% in the Town's municipal consumption. The CMLP upgrade is finished; the WWTP is nearly finished; and the School and Library projects will have installs completed in coming months. The School and Library projects had to be re-bid which accounts for the slower progress.

- Update on CMLP strategic goals and their planning process (see Attachment #1, slides 4-6). The strategic plan has identified a list of 15 initiatives and consultants are looking into 5 strategies (time of use, etc.)
- Smart Meter data analytics platform has been constructed by Sagewell. CSEC discussed how this might assist in reducing carbon usage in the town. It was noted that smart meters have the potential to enable consumers to learn about their consumption and may provide support for tools to provide enhanced efficiency incentives in the future (including time-of-use metering). There was discussion about whether the money requested in the Town budget for smart meters might be better employed in advancing solar projects within the town. CSEC should query the CMLP on the status of solar projects, given that the SRECs will be going away at the end of the year which will make solar projects undertaken later more expensive. Jim Terry has already heard from CSEC about concern about municipal solar. Bill will raise this issue at the next CMLP Light Board meeting.
- WR Grace array is now operating. Expected output will be 4.5% of Concord's power supply. Kearsarge financed the project's construction costs and retains ownership. Town can buy back in 20 years. Brad will contact to see if interested CSEC members can get tour.
- HVAC system replacement at CMLP HQ is in process. They have received bids for design of the new HVAC system.
- CMLP energy audits and LED bulb and smart power strip install will go into full swing next week.
- CMLP Solar and Energy Efficiency Rebate program forms will be updated and cleaned up at website.

6. Cooler Concord fair summary

6.1. Update on Plan for follow-up, actions, schools

- We expect to provide monthly updates to the Cooler Concord email list with more information, along the lines of the model used by Concord CAN, using MailChimp. The current list has 529 subscribers.
- Cooler Concord Fair received 450 commitments to take actions and CSEC needs to keep ball moving forward on this.
- Jill noted the need for community-based marketing efforts to sustain energy generated by the Fair. Brad is willing to take lead on drafting a newsletter. It was proposed that a subgroup including Bruce, Eric, and Gilda would meet and report on follow-up for the marketing plan.
- Suggestions of potential material to include in update/newsletter to email list included:
 - Announcement of Drop Off/Swap Off (reduce/reuse) **Saturday, May 6, 2017** <http://www.concordma.gov/412/DropOff-SwapOff-Days>
 - Short profile of new solar installation from Fair
 - Profile of home energy assessment from Fair
 - Announce new rebates
 - Etc.

- Plan is to launch website in May and follow-up with newsletter and other marketing outreach efforts.

6.2. Communications, Survey

- Gilda reported the results of a Survey Monkey survey conducted following the Cooler Concord Fair (see Attachment #1, slides 8-13).
- There were 430 attendees that registered for the Cooler Concord Fair and 79 completed survey responses.
- Results: Very positive overall reaction with 95% indicating they were very or somewhat satisfied with Fair. Topic that most motivated attendees was opportunities to learn about how to save energy. Most attendees learned about the Fair from the Schools or from announcements in the Concord Journal. 87% of respondents rated the quality of the exhibits as high or very high; and there was a good balance of interest across the different exhibits. The check in/calculator/data collection and the lay-out of the fair were noted as areas where improvements could have been made.
- It was recommended that CSEC consider posting the survey results to the website and call to the attention of Chris Whelan.

6.3. Earth Day table plan (Brad)

- Cooler Concord will man a table at Emerson Umbrella for Earth Day on April 22 with information from the fair.
- We will have folders with handouts and stickers to distribute on various ways in which folks can reduce their energy usage and green house gas footprint.

6.4. Web site (Brad/Doug/Janet/Jill/Gilda)

- A subgroup comprised of Brad, Doug, Janet, Jill, and Gilda has been working on the website. A pre-release draft version of the website is available for CSEC members to review and comment on.
- CSEC members should look at website and note what content needs to change on different pages. Most of the content has been extracted from Cooler Concord materials. Expectation is to release website in early May. Brad will send out a "ready-for-testing" email to folks.

6.5. Follow ups, status updates

- For each action area, the person responsible needs to explain how follow-up is proceeding.
- CSEC members should review the rebate form earlier distributed from Alan (at last meeting) and prepare draft form for their rebate plan. Need to work out the details for rebates. Need to get this material for rebate forms together to get to Chris for start of May with the programs. Need budget and fungible rebate programs designed for the \$90k that we will be doing.

- Want to collect success stories for website. For example, if someone purchases an electric lawn mower or leaf blower, we should get blog posts for their stories to post to the website. Want to collect intelligence on how Concord citizens are taking action.
- Also, it would be good to get follow-up from vendors at Fair and find out what has been from sign-ups to final activity.
- See slides with Cooler Concord Sign-ups.
 - Energy Audits 57 oil or electric (ENE), 30 natural gas (MassSave)
 - LED Makeovers: 33 requesting audits
 - Programmable thermostat installs 30
 - Heat pump assessments 46
 - Hot water assessments
 - Etc.
 - Jill volunteered to report on solar and what needs to be done.
 - The following actions are ones that CSEC has specific responsibility that CSEC will follow-up on:
 - i. Energy Audits (Pamela): next week will be full-roll-out with free LED install with audits.
 - ii. Weatherizations (Pamela): Will work on this summer and expect will roll out September 1 for the rebate program. Will require program design. Perhaps it will happen sooner. Expectation for the Electric Heat program modified for this purpose. Need to figure out payment mechanisms and how that will work. Jill thinks everything should go into action for July 1 since that is start of fiscal year.
 - iii. LED Makeovers (Pamela): quote from ENE on cost and considered steps required but still need to sort out what financial pass through will be and how Town funds might be channeled through CMLP to ENE. Since programmable thermostats will not go forward except for MassSave customers because turns out it is too expensive to implement so need to communicate to 20 folks that signed up for them. We cannot handle installation, but should be able to design a rebate form and allow households do this.

7. MassCEC intern possibility

CSEC is seeking an intern that may be funded from MassCEC. We can apply to the program and follow-up with a job description for the type of person we are seeking and the nature of the work. Expectation is for an intern who would spend 40 hours per week and is college-level. Jill will draft.

8. MassCEC HeatSmart program

- See Attachment #4 for presentation on the new HeatSmart program. Under this program, money will flow through DOER, and it is hoped that Concord can receive some of this funding. They will help us design programs and will present. Brad and

Jill have contacted Meg Howard from MassCEC to express interest in Concord being a pilot community. If that would happen, we could get installer and discounts to move this forward. The program is expected to launch in the fall or winter (2018).

9. CSEC membership, committee leadership for coming year

- CSEC's charter calls for 9 committee members. We have one seat open and this is Jill's last meeting. She has been on CSEC for 5 years. It is also possible that Annie Moore may be stepping down.
- CSEC has several green cards under consideration.
- CSEC wants to have a mix of skills to focus on current residential projects and other things. Jill expressed her view that CSEC should not be a policy or research entity and that new members should have a passion for community engagement. New members ought to be willing to step in as chair. Brad will contact Chris Whelan.
- Bill motioned that Brad continue as Chair for the coming year and Jill seconded. The CSEC membership voted unanimously to approve Brad's continuing as CSEC Chair.
- Bill motioned to thank Jill for her amazing service for CSEC over the preceding 5 years. Alan seconded. CSEC voted unanimously to approve the motion.

10. Article 51 (Energy Future Task Force recommendations)

- Brad will plan to make a two minute presentation at Town meeting on behalf of CSEC in support of Article 51.

11. Public comments

- N/A

Upon a motion duly made by Bill and seconded by Alan, and a unanimous vote by CSEC, the meeting was adjourned at 9:42pm.

Respectfully submitted,

Bill Lehr, CSEC clerk

List of Attachments

- 1) CSEC 170411 slides.pdf
- 2) Article 51 letter to Town Manager.pdf
- 3) MAPC-MassCEC Clean Heating and Cooling Workshop.rtf
- 4) HeatSmart presentation 040417.pdf